

**FINAL**

**ENVIRONMENTAL ASSESSMENT:  
RENOVATION OF CHILD DEVELOPMENT CENTERS  
BUILDINGS 3904 AND 5510**

**AT**

**TINKER AIR FORCE BASE, OKLAHOMA**



**United States Air Force  
Air Force Materiel Command  
Tinker Air Force Base, Oklahoma**

## Report Documentation Page

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**FINDING OF NO PRACTICABLE ALTERNATIVE/  
FINDING OF NO SIGNIFICANT IMPACT:  
CONSTRUCTION OF AN ADDITION, CHILD DEVELOPMENT CENTER WEST  
TINKER AIR FORCE BASE**

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Pursuant to Council on Environmental Quality regulations for implementing the procedural provisions of the National Environmental Policy Act (NEPA; 40 Code of Federal Regulations [CFR] 1500 - 1508), Department of Defense (DoD) Directive 6050.1, and Air Force Regulation 32 CFR Part 989, the 72d Air Base Wing at Tinker Air Force Base (AFB) has prepared an Environmental Assessment (EA) that evaluates the potential environmental impacts associated with adding additional square footage to two existing Child Development Centers (CDCs) and replacing one of the Heating, Ventilation, and Air Conditioning (HVAC) systems. This EA is incorporated by reference into this finding.

**PURPOSE AND NEED**

Tinker AFB has two CDC facilities (East and West) operating at maximum capacity, servicing 200 children each with 245 children on the waiting list. The average wait time for on-base child care is 16 months and eligible families must use off-base child care facilities that are expensive and distant from the base. Because of this deficiency Tinker AFB estimates they are only meeting 60% of their current need. In order to meet their overall child care need, Tinker AFB has programmed a Fiscal Year (FY) 12 Military Construction (MILCON) (\$11.8M) project to construct a third CDC; however, this facility would not be constructed for several years. Because there is an immediate need to provide quality, available, and affordable childcare services, Tinker AFB is proposing to add additional square footage to their existing CDCs and replace the HVAC system at CDC West. (EA Section 1.1, pages 1-1 to 1-2)

**DESCRIPTION OF THE PROPOSED ACTION**

Under the proposed action approximately 3,450 sq ft would be added to CDC East accommodating 31 children and 2,000 sq ft would be added to CDC West, accommodating 18 additional children (EA Figures 1-1, 1-2, & 1-3, pages 1-5 to 1-6). The total cost for these additions is \$5M (CDC East - \$2M; CDC West - \$3M) and funding is available as an Emergency Intervention Project through the Secretary of Defense.

As part of this action the current HVAC system in CDC West would be replaced due to mold infiltration into the building and continual break-down, which could potentially impact the health of children and personnel. (EA Section 1.4, pages 1-3 to 1-4)

The only other buildings that have available space are within the industrial or airfield operation zones. These areas are not compatible land use designations for child care services. Therefore, no other practicable locations exist for renovations accept at the existing two CDC facilities.

#### **DESCRIPTION OF THE NO-ACTION ALTERNATIVE**

Under the no-action alternative, the additions to both CDCs would not be constructed nor would the HVAC system to CDC West be replaced. Tinker AFB would continue operating at its existing capacity, providing only 60% of the space required to meet current workforce needs. (EA Section 1.5, page 1-4)

#### **ALTERNATIVES CONSIDERED BUT ELIMINATED**

While the overall goal is to provide quality, available, and affordable childcare services for Tinker's workforce, there is an immediate need to ensure the current CDC facilities provide a healthy environment for child growth and development. The two other alternatives considered by the Air Force but not carried forward for further analyses were to utilize off-base facilities or build a new CDC facility. Off-base facilities were determined to be inconvenient and expensive for military and civilian personnel.

Currently on-base child care services cost an average of \$70 per week compared to \$148 per week for off-base facilities. In addition, Tinker's military members and employees work extended hours to support essential war-fighter requirements. The lack of extended hours at these off-base facilities poses problems for parents who work irregular hours; therefore, this alternative was dismissed from further review. Tinker AFB has programmed a FY12 MILCON to construct an additional CDC. While this would meet Tinker's overall need of providing additional CDC space, it does not meet Tinker's immediate need to provide safe child care within the next 6 months to a year. Once the FY12 CDC MILCON is approved for Tinker AFB, follow-on environmental analyses would be preformed and a supplement to this document would be completed. (EA Sections 1.1, 1.2 & 1.3, pages 1-1 to 1-3)

## **ANTICPATED ENVIRONMENTAL EFFECTS**

Resource areas unaffected by the proposed action and the no-action alternative were land use; biological resources; topography/soils; installation restoration program; cultural resources; socioeconomic resources; hazardous materials/solid waste; transportation; and utilities. (EA Section 1.8, pages 1-7 to 1-8)

Based on the analyses presented in this EA, no adverse and significant impacts were identified to the following resources: air quality (EA Sections 2.2.1-2.2.2, pages 2-2 to 2-3) and environmental justice (EA Sections 2.2.5-2.2.6, pages 2-7 to 2-9).

The primary environmental consequence of the proposed action is encroachment into the floodplain from the addition to CDC West. Currently CDC West is located within the 100-year floodplain. When it was originally sited, its location was outside the floodplain. However, as a result of Hurricane Katrina and other tropical storms, the US Army Corps of Engineers (USACE) recently revised the floodplain calculations for the northwestern portion of Tinker AFB. While CDC West is located within the floodplain, it is not located within the floodway of the Crutcho Creek watershed. Encroachment into the floodplain by this addition would be less than 0.01% of the Crutcho Creek floodplain. Mitigation is planned and would include removing approximately 41 cubic yards of underlying soil then compacting, grading, and seeding the site to prevent erosion and ensure stabilization. As there is no constriction of the floodway, construction of the addition would not decrease flood transport nor increase flood elevation upstream of the project. The impact area is equivalent to approximately two dump loads of dirt. The dirt removed would be relocated to Tinker AFB's Roads and Grounds where it would be used on other projects outside the 100-year floodplain area. (EA Sections 2.2.3-2.2.4 pages 2-3 to 2-5 and EA Figure 2-2, page 2-6.). The USACE concluded that a Clean Water Act (CWA) 404 permit would not be required since this action does not occur within the navigable waters of the U.S. A Notice of Intent and Storm Water Pollution Prevention Plan would be required for Tinker AFB to maintain coverage under its permit with the Oklahoma Department of Environmental Quality. (EA Section 2.2.4.1, page 2-5)

## **CUMULATIVE IMPACTS**

Cumulative impacts of the proposed action when added to other past, present, and reasonably foreseeable future actions were evaluated and found to be insignificant. Existing and future projects involving development within the vicinity of the proposed

action area would occur but best management practices would be utilized to reduce overall impacts to air quality and water resources. (EA Section 2.7, page 2-10)

Privatization of the Tinker Military Family Housing, re-alignment of Air Depot Road, reconfiguration of the Fire Pond, as well as several other construction projects occurring at the medical clinic and fitness center, are within the same floodplain as CDC West. Because 20,140 cubic yards of floodplain capacity would be restored as well as detention structures built to hold the volume of rain water from a 100-year rain event, overall cumulative impacts from these projects when viewed together would have minimal impact to the Crutcho Creek floodplain. (EA Section 2.7, page 2-10)

## **PUBLIC NOTICE**

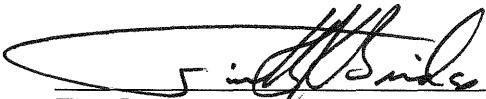
A Notice of Availability for public review of the Draft EA was published in the Daily Oklahoman on April 24, 2009. The Draft EA was available for public review at the Midwest City Public Library. The public review period lasted for 30 days, and no public comments were received; therefore, no such comments were incorporated as part of the Final EA.

## **FINDING OF NO PRACTICABLE ALTERNATIVE**

Taking the above information into consideration, pursuant to Executive Order 11988, *Floodplain Management* and the authority delegated by the Secretary of the Air Force Order 791.1, I find there is no practicable alternative to conducting the proposed action within the floodplain and the proposed action includes all practicable measures to minimize impacts to the environment. This finding fulfills both the requirements of the referenced Executive Order and Air Force Environmental Impact Analysis Process (32 CFR 989.14) for a Finding of No Practicable Alternative.

## **FINDING OF NO SIGNIFICANT IMPACT**

Based upon my review of the facts and analyses contained in the attached EA and as summarized above, I find the proposed decision of renovating the two existing CDCs at Tinker AFB will not have a significant impact on the natural or human environment; therefore, an environmental impact statement is not required. This analysis fulfills the requirements of the NEPA, the President's Council on Environmental Quality, and 32 CFR Part 989.

  
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TIMOTHY K. BRIDGES, SES  
Director of Communications, Installations  
and Mission Support

Date 28 Aug 09

# Contents

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<b>List of Acronyms.....</b>	<b>I</b>
<b>1.0 Purpose and Need and Description .....</b>	<b>1-1</b>
1.1 Purpose and Need for Action.....	1-1
1.2 History of the Formulation of Alternatives .....	1-2
1.3 Alternatives Eliminated from Further Consideration.....	1-3
1.4 Description of the Proposed Action.....	1-3
1.5 No Action Alternative.....	1-4
1.6 Location of the Proposed Action.....	1-4
1.7 Scope of the Environmental Analysis.....	1-7
1.8 Analyses Eliminated from Further Consideration .....	1-7
1.9 Analyses Carried Forward .....	1-9
1.10 Comparison Matrix of the Environmental Effects .....	1-9
<b>2.0 Existing Environmental Conditions and Environmental Consequences .....</b>	<b>2-1</b>
2.1 Introduction.....	2-1
2.2 Location, History, and Current Mission of the Installation.....	2-1
2.2.1 Existing Air Quality Conditions.....	2-2
2.2.1 Environmental Consequences for Air Quality .....	2-3
2.2.1.1 Preferred Alternative .....	2-3
2.2.1.2 No Action Alternative .....	2-3
2.2.2 Existing Conditions of Water Resources .....	2-3
2.2.1 Environmental Consequences to Water Resources .....	2-5
2.2.1.1 Preferred Alternative .....	2-5
2.2.1.1 No Action Alternative .....	2-5
2.2.2 Environmental Justice Existing Conditions .....	2-7
2.2.1 Environmental Justice and Protection, Environmental Consequences ..	2-8
2.2.1.1 Preferred Alternative .....	2-8
2.2.1.1 No Action Alternative .....	2-9
2.3 Unavoidable Adverse Environmental Effects .....	2-9
2.4 Compatibility with Objectives of Federal, Regional, State, and Local Land Use Plans and Policies .....	2-9
2.5 Relationship Between the Short-Term Use of the Environment and Long- Term Productivity .....	2-9
2.6 Irreversible and Irretrievable Commitment of Resources .....	2-9
2.7 Cumulative Environmental Consequences .....	2-10
2.8 Inadvertent Discoveries of Cultural Resources.....	2-11
2.9 Public Notification.....	2-11
<b>3.0 List of Preparers .....</b>	<b>3-1</b>
3.1 Tinker AFB, Oklahoma .....	3-1
<b>4.0 List of Agencies and Persons Consulted.....</b>	<b>4-1</b>
<b>5.0 Public Notification .....</b>	<b>5-1</b>
<b>6.0 References .....</b>	<b>6-1</b>
<b>7.0 Appendix I: Services Operating Instruction.....</b>	<b>7-1</b>

**List of Figures**

1-1	Location of Tinker Air Force Base.....	1-5
1-2	Proposed Location of New Addition, CDC West, Building 5510.....	1-6
1-3	Proposed Location of New Addition, CDC East, Building 3904 .....	1-6
2-1	Water Resources on Tinker Air Force Base.....	2-4
2-2	Location of Proposed Action Mitigation, CDC West .....	2-6
2-3	Evacuation Plan, CDC West, Building 5510 .....	2-8

**List of Tables**

1-1	Comparison Matrix of Environmental Effects .....	1-9
2-1	Oklahoma County Emission and Tinker AFB Emissions .....	2-2

# List of Acronyms

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ABW	Air Base Wing
AFB	Air Force Base
AICUZ	Air Installations Compatible Use Zone
AFI	Air Force Instruction
APZ	Accident Potential Zone
BMP	Best Management Practice
CDC	Child Development Center
CEQ	Council on Environmental Quality
CFR	Code of Federal Regulations
dBA	Decibels (Acoustic)
DNL	Day-Night Average Sound Level
EA	Environmental Assessment
EIAP	Environmental Impact Analysis Process
EO	Executive Order
FEMA	Federal Emergency Management Agency
FONPA	Finding of No Practicable Alternative
FONSI	Finding of No Significant Impact
FSS	Force Support Squadron
FY	Fiscal Year
HMMP	Hazardous Materials Management Program
HVAC	Heating, Ventilation and Air Conditioning
ICRMP	Integrated Cultural Resources Management Plan
INRMP	Integrated Natural Resources Management Plan
IRP	Installation Restoration Program
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOI	Notice of Intent
OC-ALC	Oklahoma City Air Logistics Center
OCAMA	Oklahoma City Air Materiel Area
OKR	Oklahoma Regulation
SHPO	State Historic Preservation Officer
SWPPP	Storm Water Pollution Prevention Plan
USACE	U.S. Army Corps of Engineers
USEPA	U.S. Environmental Protection Agency
USFWS	U.S. Fish and Wildlife Service

# 1.0 Purpose and Need and Description

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## 1.1 Purpose and Need for Action

The purpose and need of this action would be to provide childcare facilities at Tinker Air Force Base (AFB) in support of approximately 29,624 employees of which 14,000 are military personnel. In accordance with Air Force Instruction (AFI) 34-248: *Child Development Centers (CDCs)* and Force Support Squadron (FSS)'s mission statement, the Base is required to provide quality, available, and affordable services for childcare. Tinker AFB is deficient in meeting only 60% of current childcare needs. There are currently 245 children on the wait list. The average wait time for on-base child care is 16 months. In accordance with AFI 34-248, if there is a waiting list for full day-care, FSS is required to develop a plan for meeting the additional need.

Sufficient childcare facilities are not available on Tinker AFB to meet workforce needs. Eligible families must use off-base child care facilities that are expensive and distant from the base. On-base costs average \$70 per week compared to \$148 per week off base. Tinker AFB military members and employees often work extended hours to support essential war-fighter requirements. The lack of extended hours at these off-base facilities pose problems for parents who work those irregular hours.

Currently Tinker AFB has two day care facilities one on the east side, Building 3904 and one on the west side, Building 5510, as shown in Figure 1. These facilities service 200 children each and are logically located to accommodate Tinker AFB's work force child care needs. Overall Tinker AFB is deficient in providing available childcare for 245 children. Tinker has programmed a MILCON project to construct a third CDC, Project WWYK043003A in Fiscal Year (FY) 2012. This facility would be located on the south side of the base to accommodate those individuals working on the south side. Under this project a 25,026 square foot facility would be constructed to service approximately 200 children. FSS's overall plan is to upgrade the existing CDC facilities and construct the third facility so that Tinker AFB can meet the base needs and accommodate the shortfall.

There is an immediate need to renovate the two existing CDCs by adding on the additional available square footage and specifically by replacing the existing Heating Ventilation and Air Conditioning (HVAC) system in the CDC West. The HVAC system in CDC West is consistently in need of repair. During the summer months, the HVAC system periodically malfunctions increasing the temperature of the facility risking the health of the children and personnel. The ventilation system has introduced mold throughout the facility, also potentially impacting the health of the children and personnel. The FSS project is planned and funding is proposed as an Emergency Intervention Project through the Secretary of Defense.

The existing HVAC system was constructed in 1973 when the facility was placed into operation. The majority of the system is the original system which is 36 years old. The system has had on average 35 work requests submitted annually. Repairs in FY 2008 cost approximately \$78,000. Most of the repairs were one day repairs, where the children were not required to be relocated. In the event the system malfunctions, the children would relocate to CDC East, Building 3904, until building capacity is met. Once capacity is met, parents would be called to pick up their children which would impact the base mission when both military and civilian personnel are required to leave their duty station to attend to their children.

CDC West was tested by Bioenvironmental Engineering for mold growth in September 2008. One of the rooms contained 8000 cts/m<sup>3</sup> of mold which requires periodic fungicide/antimicrobial fogging and complete HEPA filtration (Dove, 2008).

## 1.2 History of the Formulation of Alternatives

The National Environmental Policy Act (NEPA) requires consideration of reasonable alternatives. The Council on Environmental Quality (CEQ) regulations require all reasonable alternatives to be rigorously explored and objectively evaluated.

This chapter describes the two alternatives that were carried forward and two that were considered but eliminated because they did not meet the selection criteria.

Any alternative to address the purpose and need for safe childcare, should at a minimum:

- Provide adequate space and healthy environment for child growth and development
- Accommodate Tinker AFB deficiency in meeting child care needs
- Provide solution on timeframe and budget that allows for successful execution of FSS mission and Air Force guidance for childcare
- Meet immediate need for a functional CDC and safe environment for children within 6-12 months
- Availability of funds for renovation
- Compatible land use for CDC

## 1.3 Alternatives Eliminated from Further Consideration

The alternatives evaluated were to (a) utilize off-base facilities, (b) modify existing facilities, or (c) build new facility.

As discussed, utilizing off-base facilities is inconvenient and expensive for military and civilian personnel. The lack of off-base facilities having extended hours is a problem for those military and civilian parents who work irregular hours. This alternative meets the purpose of providing childcare but not the need of providing available and affordable childcare. This alternative was eliminated from further consideration.

Modifying existing facilities meets the need of providing childcare and providing available and affordable childcare services. This alternative was carried forward.

The alternative to build a new facility meets the overall purpose and need of providing available and affordable childcare services. An \$11.8M Military Construction project has been programmed for FY 2012 to build a facility on the south side of the base. However, it is not definite that the funds will be available for this project. This alternative does not meet the selection criteria for the immediate need for a functional CDC within 6 - 12 months and the criteria for providing available funding for renovations. If Congress approves the project for Tinker's budget, a follow-on analysis would be performed and a supplement to this document would be completed once more specific information on the proposed siting and design requirements are available.

## 1.4 Description of the Proposed Action

The Proposed Action is to replace the HVAC unit and construct a 2,000-square-foot addition to CDC West (Building 5510) at a cost of \$3.0M and to construct a 3450-square foot addition to CDC East (Building 3904) at a cost of \$2.0M. The addition to CDC West would accommodate 18 children while the addition to CDC East would provide additional space for 31 children. No additional construction and no demolition of existing structures would result from the Proposed Action. The current HVAC system in CDC West requires replacement. The existing system is consistently in need of repair. During the summer months, the HVAC system periodically malfunctions increasing the temperature of the facility risking the health of the children and personnel. The ventilation system has introduced mold throughout the facility, potentially impacting the health of the children and personnel. This project is planned and funding is available as an Emergency Intervention Project through the Secretary of Defense.

The additions to both CDC West and East have been proposed to accommodate the deficiency of on-base child care requests. Sufficient childcare facilities are not available on Tinker AFB to meet workforce needs. The project proposed for the CDCs is the only

viable option to provide an upgraded HVAC system for CDC West and to meet existing child care demands. This Emergency Intervention Project is Services only opportunity to accomplish this effort. There are no other practicable locations for the additions except adjacent to the existing CDCs. There are no available buildings on base with a compatible use that could be used for childcare services. The only buildings that have available space are within the industrial or airfield operation zones which is clearly not compatible for childcare services.

## 1.5 No Action Alternative

By definition, the no action alternative is a continuation of existing conditions. Therefore, for this Environmental Assessment (EA), the no action alternative is continued use of the base CDCs without replacement of the HVAC unit in CDC West or expansions to both CDC West and East.

## 1.6 Location of the Proposed Action

CDC West is located in the northwestern portion of Tinker AFB, Oklahoma. Figure 1-1 presents Tinker AFB with an inset of the CDCs. CDC West is located within the Community Development Area of Tinker AFB. CDC East is located within the administrative area on the east side of the base. Figures 1-2 and 1-3 shows the location of the proposed renovations to the CDCs.

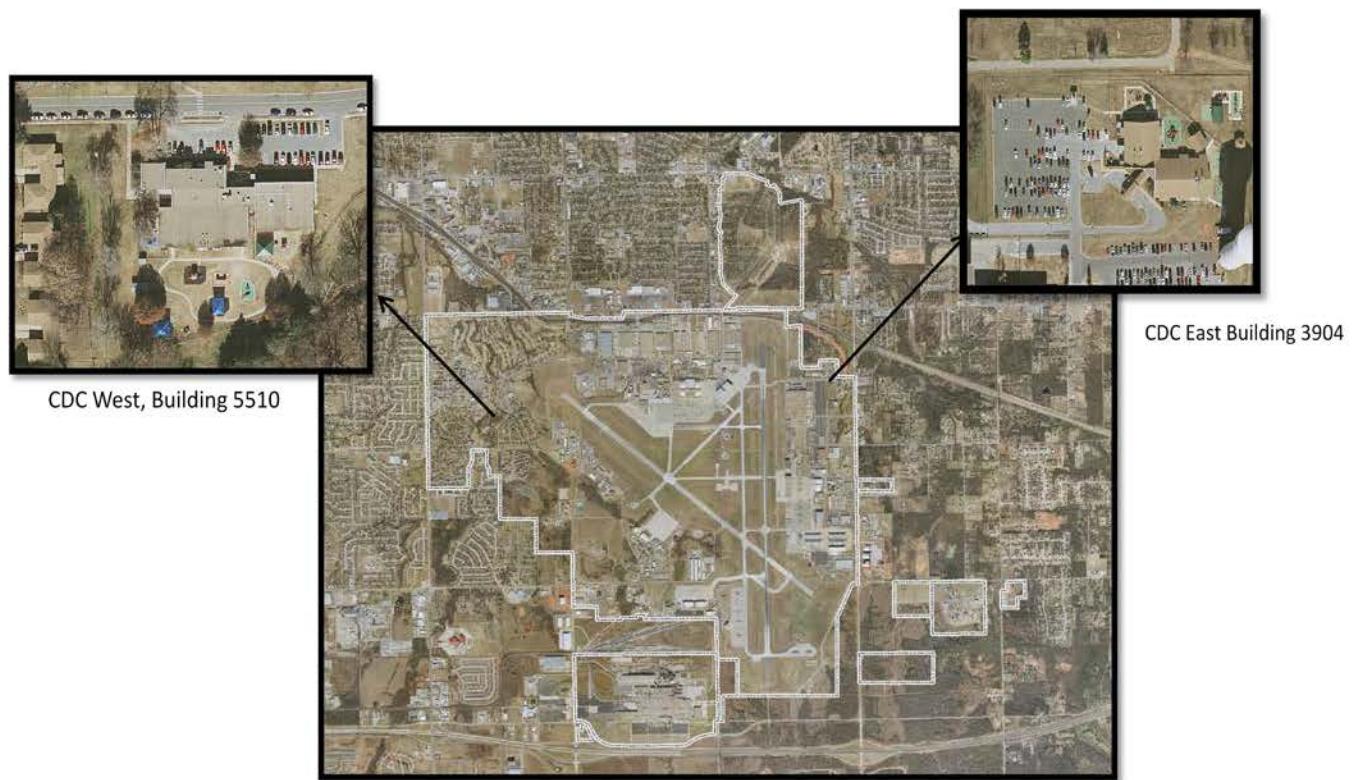


Figure 1-1 Tinker Air Force Base

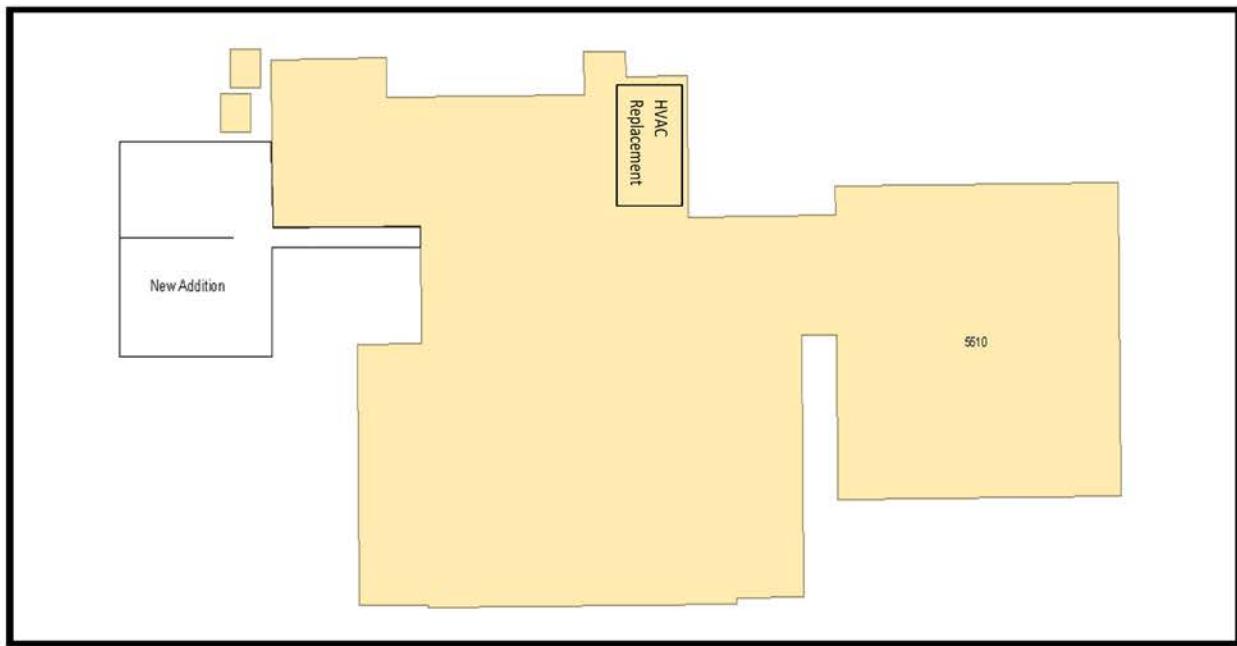


Figure 1-2 Proposed Location of Renovations, CDC West, Building 5510

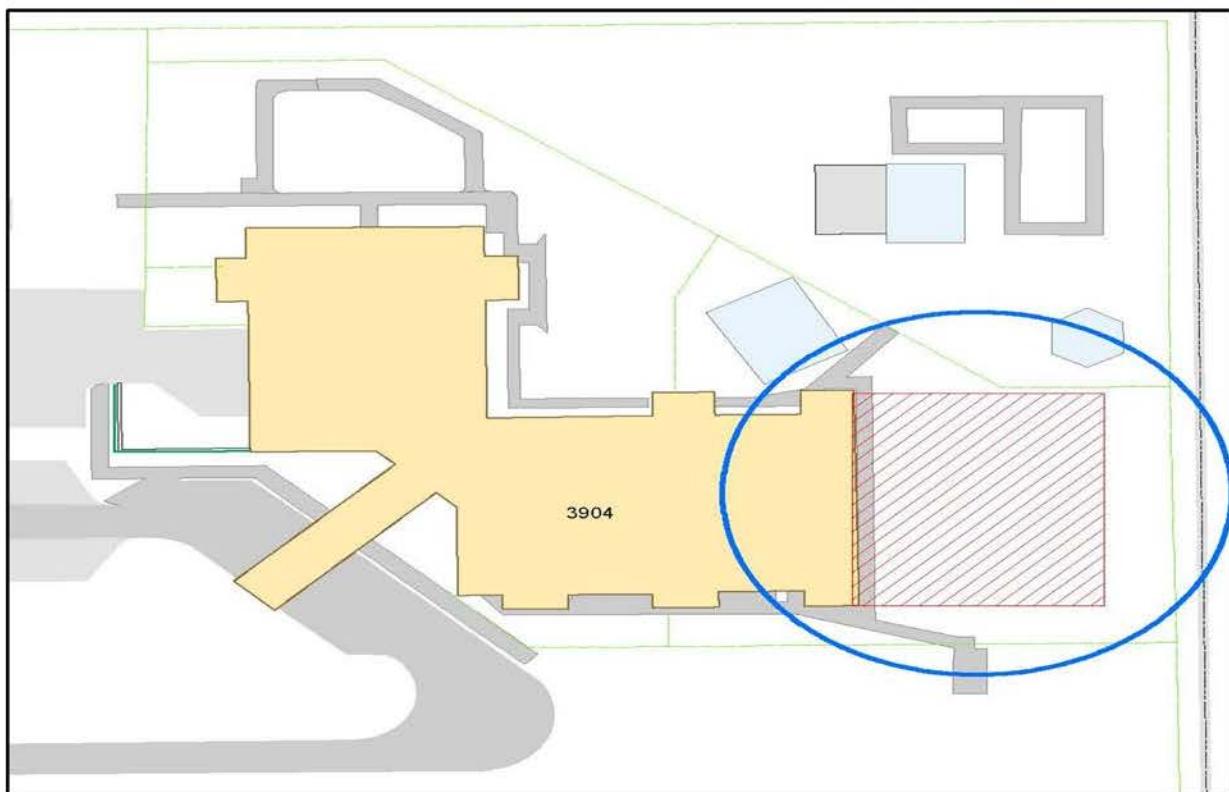


Figure 1-3 Proposed Location of Addition, CDC East, Building 3904

## 1.7 Scope of the Environmental Analysis

NEPA requires federal agencies to consider environmental consequences in their decision-making process. The intent of NEPA is to protect, restore, or enhance the environment through well-informed federal decisions. CEQ was established to implement NEPA and issued Title 40 of the Code of Federal Regulations (CFR) Parts 1500-1508. The United States Air Force has CEQ-approved regulations (32 CFR 989), which supplement 40 CFR 1500-1508.

## 1.8 Analyses Eliminated from Further Consideration

It has been determined that the following resource areas are excluded from further consideration in this document. These resource areas are unaffected by the Proposed Action and the No-Action Alternative.

- Land Use-The Proposed Action is being sited within Tinker AFB's Community Development and Administrative Areas and is adjacent to both on-base and off-base residential areas, which are compatible land use designations. The location of the CDC West is 0.72 miles from the active airfield and the CDC East is 0.48 miles from the airfield. Both are outside the Accident Potential Zones (APZs) and would not be impacted by airfield operations. The CDC West is outside of the 60 decibel Day-Night Average Noise Level (db DNL) and the CDC East is located within the 65 db DNL. With the Proposed Action, there would be a temporary increase in noise levels during construction but there would be no changes to the overall Air Installations Compatible Use Zones (AICUZ) noise contours.
- Biological Resources-Renovation of the existing CDCs is within a developed area of the base where there are no listed threatened/endangered species inhabiting the area nor has United States Fish and Wildlife Services (USFSW) identified this area as a critical habitat.
- Topography/Soils- The proposed construction would disturb 0.13 acres of land, representing 0.002% of the land on base. No significant adverse impacts to topography are anticipated.
- Contaminant Plumes, and Installation Restoration Program (IRP)- There are no IRP sites or contaminant plumes within the vicinity of the CDC West. The closest plume is located 0.35 miles west of CDC West and 0.56 miles south and west of CDC East.
- Cultural Resources- The CDC West was constructed in 1973 and has not reached the 50 year mark for analysis under the National Historic Preservation Act (NHPA) Section 110. Although Building 5510 would be considered for historical context during the Cold War era, the building is not of exceptional importance and is not a contributing part of a National Register eligible district according to the National Register Bulletin: Guidelines for Evaluating and Nominating Properties That Have Achieved Significance within the Past

Fifty Years. The building was built on disturbed land. An Archaeological Survey was accomplished on the land surrounding the building in December 2000. The survey determined there were no National Register eligible archaeological sites located in area of the proposed site. The Oklahoma State Historic Preservation Office (SHPO) concurred with the findings in a letter dated 26 July 2001. The NHPA Section 106 requirements have been met. Therefore further analysis for cultural resources on this project is not needed.

Building 3904 was built in 1994 and has also not reached the 50 year mark for analysis under the NHPA Section 110. The building was built on disturbed land. An Archaeological Survey was accomplished on the land the building was constructed on in April 1992. The survey determined there were no National Register eligible archaeological sites located in area of the proposed site. The Oklahoma State Historic Preservation Office (SHPO) concurred with the findings in a letter dated May 1992. The NHPA Section 106 requirements have been met. Therefore further analysis for cultural resources on this project is not needed.

- Socioeconomic Resources- Total project cost for the CDC renovations would be \$ 4.9M, representing approximately 0.6% of the local economy. The Proposed Action would be a boost to the local economy but would not significantly impact it.
- Hazardous Materials/Solid Waste- Use of hazardous materials as a result of the Proposed Action would be limited to construction materials. The overall quantities used would be minimal and would not be a significant increase in the quantities of hazardous material used or waste generated on Tinker AFB. The contractor would follow established base policies and procedures for purchase, use, and disposal of material which includes recycling of material where feasible. Local landfills have the capacity to accept the amount of waste generated. The contractor performing the work would be required to follow established base procedures, including Section 0720: Environmental Requirements for Construction Contracts.
- Transportation- The Proposed Action would result in temporary transportation impacts. No long term impacts would occur as a result of the Proposed Action. Traffic patterns would be managed to ensure safe and efficient drop-off and pick-up of children is maintained for both facilities.
- Utilities- Replacement of the HVAC system at the CDC West under the Proposed Action would result in a slight positive impact overall with respect to energy usage. Replacement of the existing system with one that is more energy efficient would reduce total energy costs for the facility and reduce maintenance requirements. Construction of the additions on both facilities would have little impact on Tinker AFB's overall energy consumption. The minor increase in demand for approximately 49 children would be an insignificant impact to utility resources.

## 1.9 Analyses Carried Forward

The long-term issues of primary concern in this EA are impacts on natural resources and cumulative impacts. The resources analyzed in more detail in this EA include air quality, water resources, environmental justice, and protection of children.

## 1.10 Comparison Matrix of the Environmental Effects

Table 1-1 summarizes the environmental and socio-economic effects of the Proposed Action and the No-Action Alternative for resource areas considered for further evaluation in this document. Section 2 of this EA provides more detailed information on the effects of each alternative for the resource areas examined in this document.

<b>Under Implementation of the Proposed Action and the No-Action Alternative:</b>	
<b>Air Quality</b>	With the Proposed Action there would be no significant impacts to air quality. Standard construction practices would be implemented to reduce fugitive dust emissions. Replacement of the HVAC unit requires coordination with Tinker Air Quality staff but there are no permitting requirements associated with the replacement. There are no impacts with the No Action Alternative.
<b>Water Resources</b>	The Proposed Action includes construction to the CDC West which would take place within the floodplain but outside the floodway. Mitigation for the loss of floodplain capacity is planned as part of the project to ensure no net loss of floodplain capacity to Crutcho Creek. A total of 41 cubic yards would be affected and the project includes carving out that exact amount within the Crutcho Creek watershed adjacent to CDC West. A Notice of Intent and Storm Water Pollution Prevention Plan would be required to be submitted to the Base detailing BMPs that would be utilized to protect storm water quality. There are no impacts associated with the No Action Alternative.
<b>Environmental Justice and Protection of Children</b>	Minority and low-income populations would not be disproportionately adversely impacted by implementation of the Proposed Action. The Proposed Action involves concentrated populations of children. Children would not have access to CDC West and East construction sites. CDC West is located within the US Corps of Engineers 100-year floodplain. Current evacuation procedures provide for the safe migration of children during any emergency or natural disaster. Therefore, only negligible impacts with regard to environmental justice or protection of children would occur with implementation of the Proposed Action. With the No Action Alternative, children would continue to occupy a facility with an inadequate HVAC system which is a negative impact.

**Table 1.1 Comparison Matrix of Environmental Effects for Proposed Action**



## 2.0 Existing Environmental Conditions and Environmental Consequences

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### 2.1 Introduction

This section discusses the environmental resources that may be affected by the Proposed Action. The components of the affected environment discussed in this section are those for which impacts have been identified or which require regulatory consultation review. The following areas are discussed within this section: mission; air quality; water resources; and environmental justice. The following information is based upon the *Tinker AFB General Plan* (Tinker AFB, 2005) and the *Tinker AFB Integrated Natural Resources Management Plan* (INRMP) (Tinker AFB, 2007).

### 2.2 Location, History, and Current Mission of the Installation

Tinker AFB is headquarters for Oklahoma City-Air Logistics Command (OC-ALC) and the primary mission is to provide responsive installation and support services to all installation missions. Tinker AFB covers approximately 6000 acres and is located in Oklahoma County, ten miles southeast of downtown Oklahoma City, Oklahoma. Midwest City to the north and Del City to the northwest are incorporated areas immediately surrounding Tinker AFB.

Tinker Field was established in 1941 as a maintenance and supply depot, and immediately following World War II, expanded to include Douglas Aircraft assembly plant. At this time, Tinker Field was renamed as the Oklahoma City Air Material Area (OCAMA). From the 1950s to the 1980s, the OCAMA continued to support additional aircraft and weapons. In 1974, the depot was renamed Oklahoma City Air Logistics Center. In 1991, two Navy E-6 squadrons were added to maintain a flying/communications link between the White House and ballistic missile submarines around the world. Tinker AFB also provided front line support to the forces engaged in Operation Desert Shield and Desert Storm in the early 1990s, and the more recent Operation Enduring Freedom, Operation Iraqi Freedom, and the Global War on Terrorism.

The primary purpose of an EA is to identify potential impacts of a major federal action on the environment. Identification of potential impacts in this EA included consideration of both the context and the degree of the impact. Where feasible, distinctions are made between short-term, long-term, negligible, and adverse impacts. A negligible impact may be inconsequential or be unlikely to occur; an adverse impact would have negative consequences. If the current condition of a resource is improved or an undesirable impact is lessened, the impact is considered beneficial. Finally, a “no impact” determination is made when the Proposed Action does not noticeably affect a given resource. Where appropriate, cumulative impacts are discussed. Cumulative impacts are those likely to occur over a long period of time or as a result of combining the expected impacts of two or more unrelated actions. This section presents the potential environmental consequences at the project site.

## 2.2.1 Existing Air Quality Conditions

Tinker AFB has a Title V operating permit and reports annual emissions to the Oklahoma Department of Environmental Quality and the US Environmental Protection Agency (USEPA). An accurate emissions inventory is needed for assessing the potential contribution of a source or group of sources to regional air quality. An emissions inventory is an estimate of the actual and potential pollutant emissions generated by a source or sources over a period of time, normally a calendar year. The inventory accounts for permitted sources that are required to be reported. Oklahoma County emissions include emissions from point and area sources. There are approximately 438 major stationary emission sources at Tinker AFB that include boilers, generators, surface coating operation, paint booths, storage tanks, fueling operations, and woodworking operations, among others. Mobile and biogenic emission sources are not included in the emission totals for Tinker AFB. Table 3-3 compares the 2008 actual and potential emissions for Tinker AFB and the 2002 Oklahoma County emissions. As shown in Table 3-3, Tinker AFB contributes a small amount to the Oklahoma County emission totals. Oklahoma is in attainment for all criteria pollutants.

**Table 2-1 Oklahoma County Emissions and Tinker AFB Actual and Potential Emissions**

	Annual Emissions (tpy)					
	CO	VOC	NOx	SO <sub>2</sub>	PM <sub>10</sub>	PM <sub>2.5</sub>
2006 Oklahoma County Emission Inventory <sup>a</sup>	277,079	37,796	34,099	1,945	26,033	3,714
2008 Tinker AFB Actual Emissions <sup>b,d</sup>	140	240	201	14	15	11
2008 Tinker AFB Potential Emissions <sup>c,e</sup>	548	952	845	32	60	60
Percent of Regional Emissions <sup>f</sup>	5.05E-04	6.34E-03	5.89E-03	7.19E-03	5.76E-04	2.96E-03

Notes:

CO = carbon monoxide

SO<sub>2</sub> = sulfur dioxide

NO<sub>x</sub> = nitrogen oxides

tpy = tons per year

PM<sub>2.5</sub> = particulate matter equal or less than 2.5 micrometers in diameter.

VOC = volatile organic compounds

PM<sub>10</sub> = particulate matter equal or less than 10 micrometers in diameter.

<sup>a</sup> Includes emissions from point and area sources. Source: <http://www.epa.gov/air/data/> (U.S. Environmental Protection Agency AirData).

<sup>b</sup> 2006 actual emissions were obtained from Oklahoma Department of Environmental Quality's Tinker AFB 2008 Air Emissions Turnaround Document. Emissions from mobile and biogenic sources not included.

<sup>c</sup> Potential emissions based upon sources with permit limits. Emissions from mobile and biogenic sources not included. PM<sub>2.5</sub> emissions assumed to be the same as PM<sub>10</sub>.

<sup>d</sup> Actual emissions are the air pollutant emissions that result from the actual operation and material usage quantities during a one-year period (i.e., typically a calendar year).

<sup>e</sup> Potential emissions are those emissions resulting from the operation of an emission unit under maximum potential conditions, unless operation is restricted by a regulatory condition (e.g. fuel use limit in permit). For example, calculating emissions from a boiler by taking into

account its maximum rated heat input capacity and operation 24 hours per day, 7 days per week, 52 weeks per year would result in a potential emission calculation.

<sup>f</sup> Compares 2008 Tinker AFB actual emissions to Oklahoma County 2006 emissions.

## 2.2.1 Environmental Consequences for Air Quality

### 2.2.1.1 Preferred Alternative

The preferred alternative would result in short-term localized emissions from construction vehicles and fugitive dust. Impacts would be temporary and are not considered significant. Best Management Practices (BMPs) would be used to control fugitive dust, as needed, during construction. Dust control BMPs may include, but are not limited to, spray misting from water trucks. Replacement of the HVAC system would not require additional permitting but would require coordination through Tinker AFB's Air Quality office. Tinker AFB is in attainment for all criteria pollutants and replacing the HVAC system and constructing the additions to the CDCs would not impact this attainment.

### 2.2.1.2 No Action Alternative

Under the no action alternative, the existing facilities would continue to be used, resulting in no impact to air quality.

## 2.2.2 Existing Conditions of Water Resources

Surface water bodies at Tinker AFB consist of 3 creek systems and 13 ponds and detention basins. The major on-base creek systems are Soldier Creek and Crutcho Creek with its tributaries, including Kuhlman Creek. Most of the base drainage is via the Crutcho Creek system. Within the boundaries of Tinker AFB, Crutcho Creek traverses a total of approximately 8 linear miles. The Crutcho Creek system originates south of the base and flows northward across the base, eventually draining into the North Canadian River several miles north of the base. Soldier Creek and Crutcho Creek both drain headwaters of the Canadian River drainage basin. The existing location of the CDCs in relation to the bases waterways is shown in Figure 2-1. As Figure 2-1 shows CDC West is located within the 100-year floodplain while CDC East is located outside the boundary of the 100-year floodplain. When the original CDC West was sited, the location was outside the 100-year floodplain. However, as a result of Hurricane Katrina and other tropical storms, the USACE recently revised the floodplain calculations for the northwestern portion of the base, including the Crutcho Creek watershed. Building 5510, CDC West, is located within the 100-year floodplain but not within the floodway.

The closest wetland for the CDC West is the Greenway wetland which is approximately 0.75 miles away. The closest wetland for the CDC East is the GWTP which is approximately 0.50 miles away. CDC West discharges into Crutcho Creek while the CDC East discharges into Soldier Creek. Both ultimately discharge to the North Canadian River.

The Oklahoma City sanitary sewer system receives both untreated domestic wastewater and permitted discharges from the base industrial wastewater treatment plant; there is no treated wastewater discharge to surface waters on the base.

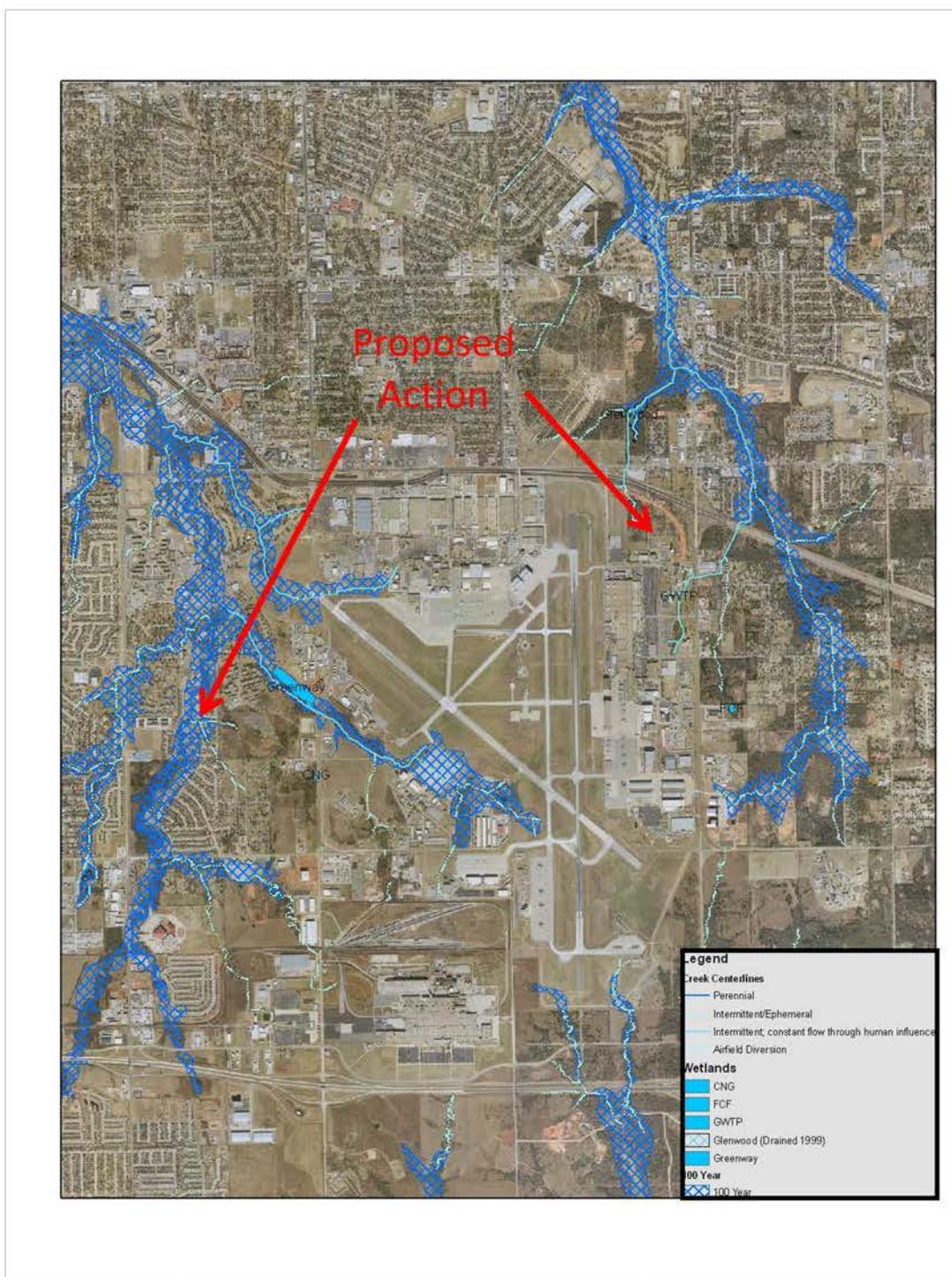


Figure 2-1: Water Resources on Tinker Air Force Base

## 2.2.1 Environmental Consequences to Water Resources

### 2.2.1.1 Preferred Alternative

CDC West addition would be located within the 100-year floodplain of Crutcho Creek. Impacts to the floodplain are anticipated to be minor, as there would be no decrease in flood transport and no increase in flood elevation upstream of the proposed project. According to the US Army Corps of Engineers (USACE) floodplain map (revised 2007), the proposed building location for the preferred alternative would be outside the floodway for Crutcho Creek. As there is no constriction of the floodway, construction of the addition to Building 5510 would not decrease flood transport nor increase flood elevation upstream of the project. Encroachment by the addition would be less than 0.01 % of the Crutcho Creek floodplain. Mitigation is planned for the Proposed Action. Mitigation would include removing approximately 41 cubic yards of underlying soil then compacting, grading, and seeding the site to prevent erosion and ensure stabilization. The mitigation would occur adjacent to CDC West and is comprised of a removal area measuring 60 ft x 37 ft x 0.5 ft. as shown in Figure 2.2. The impact area was determined using the flood plain elevation level of 0.52 ft and multiplying this by the impact area of 2000 sq ft. with a 7% margin of safety. The impact area is equivalent to approximately 2 dump loads of dirt with a standard size truck. The dirt removed would be relocated to Tinker AFB's Roads and Grounds where the dirt would be used on other projects outside the 100-year floodplain area.

With the Proposed Action, the impacts to Crutcho Creek would be minor. In consultation with Joe Remondini with the USACE a 404 permit would not be required for the mitigation. USACE concludes that the proposed project and mitigation would not occur within a navigable water of the US therefore a Clean Water Act permit for regulating the discharge of dredged or fill material would not apply. To comply with Executive Order (EO) 11988, *Floodplain Management*, floodproofing and other flood protection measures would be implemented as the structure would be elevated above the base flood level.

In accordance with base policies and procedures, a Notice Of Intent (NOI) and Storm Water Pollution Prevention Plan (SWPPP) would be required and submitted to the Base Stormwater Office. The NOI and SWPPP are required for Tinker AFB to maintain coverage under Oklahoma Regulation (OKR)-10 which provides authorization for stormwater discharges from Tinker AFB construction sites. Construction contractors would use BMPs to contain and minimize soil loss. BMPs would include, but are not limited to: silt fences, hay bales, and establishment of cover vegetation after construction. Impacts to soils from the preferred alternative would not be significant because onsite soils have been heavily disturbed historically, construction activities would be temporary, and the use of BMPs would minimize erosion.

### 2.2.1.1 No Action Alternative

Under the no action alternative, the existing facilities would continue to be used, resulting in no impact to surface waters.

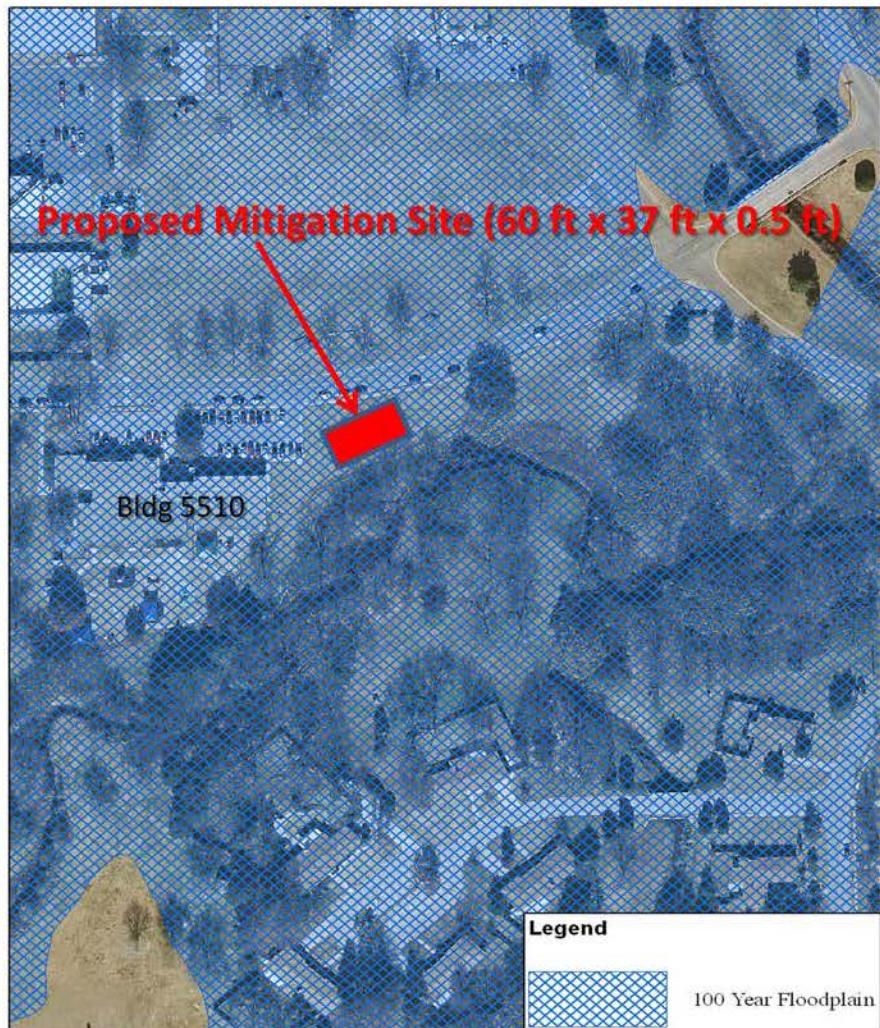


Figure 2-2. Location of Proposed Action Mitigation, CDC West

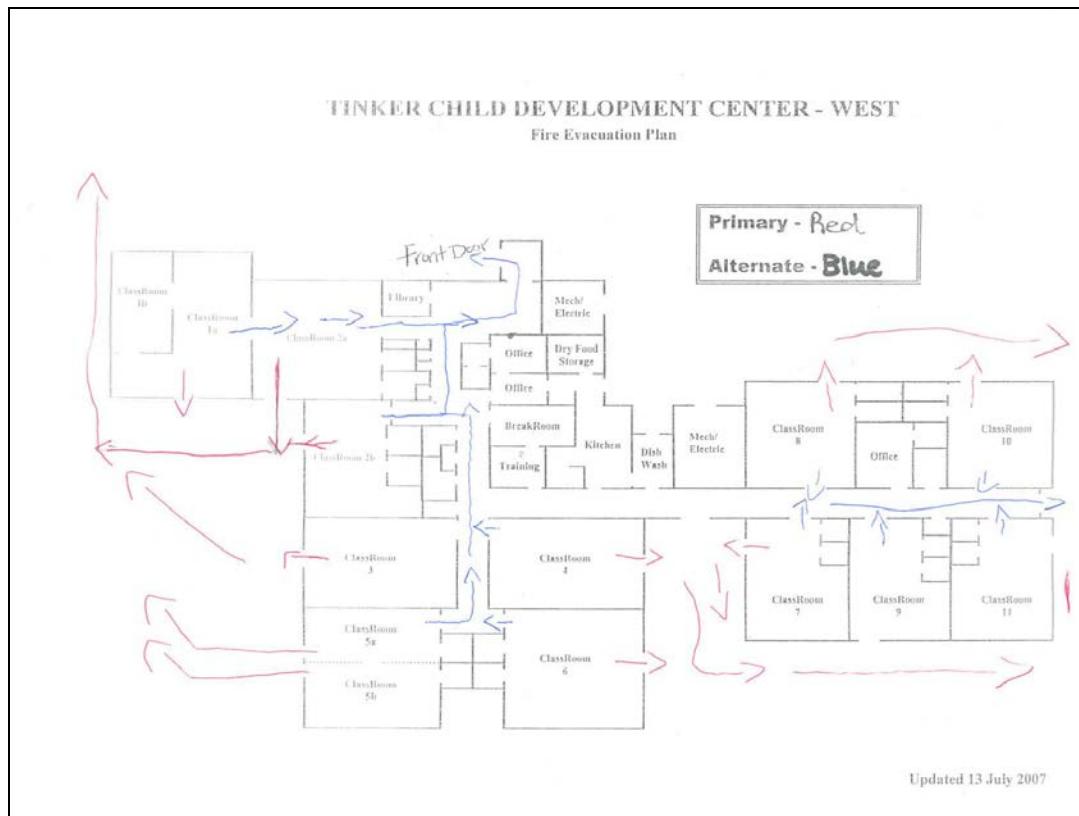
## 2.2.2 Environmental Justice Existing Conditions

EO 13045, *Protection of Children from Environmental Health Risks and Safety Risks*, mandates the investigation of environmental effects on children. This EO acknowledges that children may suffer disproportionately from environmental health risks and safety risks. Therefore, each federal agency is required to make it a priority to identify and assess environmental health and safety risks that may disproportionately affect children and ensure that its policies, programs, activities, and standards address disproportionate risks to children that result from environmental health or safety risks.

This section presents baseline conditions for the health and safety of children in CDC West since this facility is located within the 100-year floodplain. CDC West currently manages approximately 200 children. The existing condition of the HVAC system poses a risk to children who are more susceptible to the fluctuation in temperatures and the mold that has been introduced into the system.

There are currently procedures in place to protect the children and personnel in the event of a flood. In accordance with Family Programs Flight Procedures, in the event of a flood warning the center director would initiate the chain of command reporting procedure immediately. The center director is required to contact Security Police if evacuation of the children is needed. Military vehicles and personnel would be organized in the evacuation. The Command Post and parents will be notified the location where to pick up their children per Service Operating Instruction 34-4 (USAF, 2007). Each classroom within CDC West contains an entrance and exit so that children can be properly evacuated in the event of an emergency. The evacuation route is included in Figure 2-3.

Evacuation procedures for CDC East in accordance with Operating Instruction 34-4 would also be followed. Since CDC East is outside the floodplain area, further evaluation for emergency procedures for this facility were not conducted.



**Figure 2-3 Evacuation Plan, CDC West, Building 5510**

## 2.2.1 Environmental Justice and Protection, Environmental Consequences

### 2.2.1.1 Preferred Alternative

Replacement of the HVAC system at CDC West would result in a positive impact for the protection of children as the new system would provide a system whose operating range remains constant and is not susceptible to malfunction or providing an atmosphere conducive for mold growth. The project proposed for Building 5510 is the only viable option to provide an upgraded HVAC system for the facility and to meet existing child care demands. This Emergency Intervention Project is Services only opportunity to accomplish this effort.

Construction of the addition to CDC West would result in additional facilities for up to 18 children. The proposed addition is within the 100-year floodplain. As specified under existing conditions, there are currently procedures in place to protect the children and personnel in the event of a flood. In accordance with Family Programs Flight Procedures, in the event of a flood warning the center director would initiate the chain of command reporting procedure immediately. The center director is required to contact Security Police if evacuation of the children is needed. Military vehicles and personnel would be organized in the evacuation. The Command Post and parents would be notified the location where to pick up their children per Service Operating Instruction 34-4 (USAF, 2007). There are no records

indicating that a flood within the CDC West area has ever resulted in the required evacuation of the facility.

Construction sites for both CDC West and East would be protected by barriers so that children would not be allowed to enter the site.

#### 2.2.1.1 No Action Alternative

Under the no action alternative, the CDC West would continue to operate with an inefficient HVAC system that poses a hazard to the health and well-being of the children and the employees of the facility. The current system continues to deteriorate and although existing conditions do not pose a significant adverse impact, continued operation of the HVAC system could result in future adverse impacts. Malfunction of the system would continue to impact the well-being of the children and adults and the existing problem with mold would continue leaving the occupants susceptible to work place environment and health impacts.

### 2.3 Unavoidable Adverse Environmental Effects

No unavoidable adverse environmental effects from the implementation of either the preferred alternative or the no action alternative have been identified through this EA.

### 2.4 Compatibility with Objectives of Federal, Regional, State, and Local Land Use Plans and Policies

The preferred alternative is compatible with Tinker AFB plans and policies and would not interfere with mission objectives of any tenant organizations. The preferred alternative would result in the replacement of the HVAC system and construction of a 2,000-square-foot addition to CDC West and a 3450-square-foot addition to CDC East. Both facilities are within an already developed area that is compatible with surrounding land uses. The preferred alternative is compatible with the *General Plan* (Tinker AFB, 2005) and is not contrary to existing federal, regional, state, or local land use plans or policies.

### 2.5 Relationship Between the Short-Term Use of the Environment and Long-Term Productivity

The preferred alternative would not affect the long-term productivity of the environment; no significant environmental impacts or depletion of natural resources have been identified through this EA.

### 2.6 Irreversible and Irretrievable Commitment of Resources

The preferred alternative would represent a commitment of fiscal resources during the construction process. No irreversible or irretrievable commitment of natural resources has been identified through this EA.

## 2.7 Cumulative Environmental Consequences

The CEQ regulations implementing NEPA require agencies to consider the potential for cumulative impacts of the action alternatives. "Cumulative impact" is defined in 40 CFR 1508.7 as "the impact on the environment which results from the incremental impact of the action when added to other past, present, and reasonably foreseeable future actions. Cumulative impacts can result from individually minor but collectively significant factors taking place over time."

Implementation of the Proposed Action and associated potential environmental impacts would occur concurrently with other projects and developments proposed on Tinker AFB. In addition to the Proposed Action, other projects planned on Tinker AFB include:

- Military Family Housing Privatization
- Realignment of Air Depot Road/Tinker Gate
- Construction of Medical Clinic
- Physical Fitness Center Construction
- Reconfigure Fire Pond

The projects listed above are planned for construction during roughly the same timeframe as implementation of the Proposed Action would occur. Consequently, the potential exists for cumulative environmental impacts to occur with regard to air quality, surface water, noise, socioeconomics, and traffic. Cumulative air quality, surface water, and noise impacts are expected to be less than significant since all projects would be required to implement BMPs to reduce air emissions below significance thresholds, protect storm water quality, and comply with local noise regulations. With regard to traffic and circulation, short-term impacts to traffic caused by additional construction equipment and workers traveling along surrounding roadways could potentially cause a short-term adverse cumulative impact during peak traffic hours but long-term impacts would not occur. With respect to the 100-year floodplain, overall impacts would be minor. The project for Military Family Housing Privatization includes plans to demolish 34 housing units located within the 100 yr floodplain, while replacing 398 units overall. The amount of floodplain capacity restored will be approximately 20,140 cubic yards. For the project to Re-Align Air Depot Road, the project will primarily involve working with surfaces and roadways that have already been developed. For the Construction of the Medical Facility, this project required that a detention structure be built to hold the capacity of a 100-year rain event. This project takes place upstream of the CDC West. The proposed location of the Physical Fitness Center is also within an area that has already been developed so the impacts to the existing floodplain would be minimal. Another project planned is to Reconfigure Fire Pond which would result in additional floodplain capacity upstream of the CDC West.

## 2.8 Inadvertent Discoveries of Cultural Resources

While the likelihood of discovering significant cultural resources such as archeological deposits would be extremely minimal during the proposed construction, any such inadvertent discoveries would be processed under Tinker AFB Integrated Cultural Resource Management Plan (ICRMP) Section E.7.3, Inadvertent Discoveries and provisions of applicable law(s) such as NHPA Section 106 (36CFR800.13).

## 2.9 Public Notification

Tinker Air Force Base made the draft EA and the Finding of No Significant Impact / Finding of No Practicable Alternative (FONSI/FONPA) available for public review and comment from 24 April through 24 May 2009. The Air Force placed advertisements in the Daily Oklahoman and the Tinker Take Off, local and installation newspapers respectively, on 24 April 2009 informing the public of the public review period and the location of the document for review. Consultation also took place with the United States Corps of Engineers and Federal Emergency Management Agency. No comments regarding the proposed project, the EA, and the FONSI/FONPA were submitted to the Air Force by any members of the public.



## 3.0 List of Preparers

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### 3.1 Tinker AFB, Oklahoma

**Cindy Garrett:** Ms. Garrett has 12 years of experience working with Tinker Air Force Base's Environmental Management Division. She currently manages the base's environmental impact analysis program ensuring the base's assets and environment are protected while the Air Force mission is maintained. She has also managed the base's water program where her primary responsibilities were overseeing industrial operations and ensuring that they were performed in a manner that complies with the base's permits as well as federal, state, and local regulations. Ms. Garrett has a Master's Degree in Environmental Engineering with a focus on water resources from the University of Oklahoma.

**Timothy T. Taylor:** Cultural Resource Program Manager responsible for Cultural Resources and assistance with NEPA compliance at Tinker AFB. Mr. Taylor has an A.A. degree in Liberal Studies from Rose State College. He has 12 years of experience working as the Cultural Resource Program Manager and 8 year experience working with the NEPA Program. Other experience includes 3 years of experience working in the Air Quality Program, 4 years working in the Asbestos and Lead-based Paint Program, and 6 years working as a Bio-environmental Engineering Technician in the USAF.



## **4.0 List of Agencies and Persons Consulted**

---

US Army Corps of Engineers (USACE)

1645 S. 101st East Avenue

Tulsa, OK 74128

POC: Mr. Joe Remondini

Phone: (918) 669-7197

Federal Emergency Management Agency (FEMA) – Region 6

800 N. Loop 288

Denton, Texas 76209

POC (Engineering): Mr. Jim Orwat

Phone: (940) 898-5302

POC (Regulatory): Mr. Carl Watts

Phone: (940) 898-5128



## 5.0 Public Notification

**PUBLIC NOTICE**

**Tinker Air Force Base Invites Public Comment**  
**Environmental Assessment**  
**Construct Addition, Building 5510**

The United States Air Force and the 72nd Air Base Wing have prepared an Environmental Assessment (EA) which is available for public review and comment.

Pursuant to the Council on Environmental Quality (CEQ) regulations and in accordance with the National Environmental Policy Act, an EA has been performed to evaluate the construction of a two-room addition to Building 5510, Child Development Center (West).

Based on the EA, the Air Force has prepared a proposed Finding of No Significant Impact (FONSI) and due to potential unavoidable impacts to the 100-year floodplain, a Finding of No Practicable Alternative (FONPA).

The public is invited to review the draft EA and proposed FONSI/FONPA. Written comments and questions can be submitted before close of business on the 26th day of May 2009.

The final draft for the Environmental Assessment is available to the public at the Tinker Information Repository located in the Midwest City Public Library on Reno Avenue. Hours of operation are 9:00 a.m. to 9:00 p.m. Monday thru Thursday; 9:00 a.m. to 5:00 p.m., Friday and Saturday; and 1:00 to 5:00 p.m. on Sunday.

The public may submit written comments to the address below:

72nd Air Base Wing Public Affairs Office  
Brion Ockenfels  
7460 Arnold Ave., Suite 127  
Tinker Air Force Base, Oklahoma 73145  
Phone: 405-739-2077/26  
E-mail: brion.ockenfels@tinker.af.mil

STATE OF OKLAHOMA, } ss.  
COUNTY OF OKLAHOMA }  
  
**Affidavit of Publication**  
*Jinie Calance*, of lawful age, being first  
duly sworn, upon oath deposes and says that he is the *Editor* of the *The Oklahoman*, which is a daily newspaper of general circulation in the State of Oklahoma, and which is a daily newspaper published in Oklahoma City and having paid general circulation therein; that said newspaper has been continuously and uninterruptedly published in said county and state for a period of more than one hundred and four consecutive weeks next prior to the first publication of the notice attached hereto, and that said notice was published in the following issues of said newspaper, namely:  
*Thu. May 7, 2009*  
  
Subscribed and sworn to before me this *4th* day of *May*, 2009.  
*Daniel Fetherston, Notary Public*  
My commission expires *May 1, 2013*  




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## 7.0 Appendix I: Services Operating Instruction

Apr 24 02 9827a

0.2

DEPARTMENT OF THE AIR FORCE  
Services Division  
72 Support Group (AFMC)  
Tinker Air Force Base, Oklahoma 73145-8101

SVY OPERATING INSTRUCTION 34-4

2 Dec 86

Services Division

FAMILY PROGRAMS FLIGHT

EMERGENCY PROCEDURES

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Nichols  
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1. **SCOPE:** This Operating Instruction establishes responsibilities, policies, and provides information for emergency procedures in the Child Development Centers and Youth Programs at Tinker Air Force Base.

2. **RESPONSIBILITIES:** The implementation of the emergency procedures guideline is the responsibility of the program Directors.

3. **GENERAL:** Military childcare Act of 1989, DODI 6060.2, DODI 1437.5, AFI 34-248 and AFI 34-251.

4. **PROCEDURES:** The Child Development and Youth Program will be prepared for emergencies including fire evacuation, severe weather, accidents/injuries, bomb threats, military mobilizations, and other unexpected disasters.

a. **Chain of Command Reporting Procedures:**

(1) It is imperative that supervisors on duty understand immediate notification through the base chain of command is required for all emergencies. The chain of command consists of (in this order):

- (a) Facility Director or supervisor on duty
- (b) Child Development and or Youth Center Director
- (c) Family Programs Flight Chief
- (d) Services Director
- (e) Support Group Commander

(2) If a member of the chain is unavailable, the reporting official will contact the next person in the chain to ensure all appropriate contacts are made in a timely manner.

b. **Fire Emergency Procedures:** In the event of fire, personnel shall ensure the following procedures are initiated:

(1) Upon observation of smoke/fire, the employee will verbally alert those around by yelling "Fire!" three or more times. The nearest fire alarm pull station will be activated by the nearest employee while others in the room begin to assemble children for evacuation (Young Infant, Infant, and Pretoddler rooms will use wheeled evacuation devices).

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Supersedes SVYC OIs 215-5, 9, and 10

No. of Printed Pages: 4

Writer/Editor: Family Programs Flight

OPR: SVY

Distribution: SV, SVY, All SVY facilities, CEPT, SEG, Pediatric Clinic

(2) When the alarm is heard in the Young Infant, Infant, or Pretoddler rooms, the caregivers will ensure a speedy but safe evacuation of all children using wheeled devices such as cribs and wagons. The first caregiver will begin to immediately load children into the crib/wagon near the exit door. The second caregiver will retrieve the AF Forms 1930 then assist the first caregiver with the loading. A quick headcount will be made before leaving the room to ensure all children are present. The children will then be taken to the designated meeting place. Staff not assigned to rooms such as cooks, food service workers, floaters, and T&Cs will assist in evacuating rooms with young infants, infants, pre-toddlers, or rooms with one caregiver.

(3) Caregivers will ensure a speedy but safe evacuation of all children. If there are two caregivers assigned, one caregiver will go to the nearest exit and gather the children. The other caregiver will ensure straying children go the exit door. The second caregiver will conduct a quick visual search for hiding children and gather the AF Forms 1930 while the first caregiver exits the room leading the children to the designated meeting point. If only one caregiver is on duty, he/she will instruct the children to exit through the back door, gather the 1930s, and quickly check the room before following the children to the meeting place. This single caregiver must continue to monitor the exiting children so that no child strays from the group.

(4) School Age and Recreation Aids will ensure a speed but safe evacuation of all youth. If there are two caregivers assigned, one caregiver will go to the nearest exit and gather the children. The other caregiver will ensure straying children go the exit door. The second caregiver will conduct a quick visual search for hiding children and gather the AF Forms 1930 while the first caregiver exits the room leading the children to the designated meeting point. If only one caregiver is on duty, he/she will instruct the children to exit through the back door, gather the 1930s, and quickly check the room before following the children to the meeting place. This single caregiver must continue to monitor the exiting children so that no child strays from the group.

(4) The front desk clerk will notify the fire department by phone as soon as the alarm is sounded to confirm their notification. The clerk will then gather the AF Forms 1182 in use and quickly make a second check of the facility. If the facility director or other person not assigned to an activity room is in the building at the front desk area, he/she shall assist in the second check. Once outside, the clerk will check with each group of children for a head count and verify this number against the information on the 1182s. The clerk will meet the fire department and give the whereabouts of the fire and verify that all children and adults are accounted for. The chain of command reporting procedure will be initiated in a manner that will not endanger the safety of staff or children.

(5) A practice drill will be conducted in each facility at least once per month. At least annually, the facility director will be an observer rather than a participant to evaluate the effectiveness of the procedures. Different scenarios will be used during the drills to include evacuations during naptimes, using secondary exits, etc. The results of the drills will be kept on a log including the date, time of day, time to evacuate, number of children, and number of adults. A representative of the fire department will initial the log.

c. Severe Weather: The program will be prepared to respond to various types of severe weather including tornadoes, lightening, and blizzards.

(1) The Child Development and Youth Director's office will be notified by the Family Programs Flight Chief's office or other base agency as appropriate in the event of severe weather watches or

warnings. The Director will initiate the SVY recall roster to notify all centers of the impending emergency.

d. Tornadoes: In the event a tornado warning is initiated, the employees will evacuate their children to the designated tornado safe zones (hallways, interior walls or closets, interior rooms/offices, etc.). Children will not be evacuated to areas near glass windows or glass doors. Children will remain in the safe zones until the all clear signal is given. Each facility will mark the tornado safe zones on their fire evacuation plan.

(1) CDC Evacuation Procedures

(a) Infant and Baby Rooms: Each caregiver should take four children per evacuation crib. The evacuation cribs will be wheeled out into the hallway in front of the rooms. Several blankets per bed should be taken to cover children's heads. Caregivers will remain with the children until all clear signal is given. A 1930 shall be kept with caregiver at all times. Lead caregiver will assure accountability for all children in their respective room.

(b) Children Ages One through Five Years: Each caregiver will direct children to their respective hallways in a calm but firm voice. The hallway assignments are directly outside the rooms. If children are outside, the caregivers will take the children inside to the nearest hallway for shelter. Caregivers will have children sit on the floor with their heads tucked with arms above heads. The caregiver will ensure that all children on 1930s are accounted for. Lead caregiver will assure accountability for all children in their respective room.

(c) Front Desk Personnel: The front desk personnel will assure all children are cleared from classrooms. Front desk personnel will ensure that classroom 1930s reflect same numbers on 1183.

(d) Children Ages Six through Ten Years: Each caregiver will direct youth to their respective hallways in a calm but firm voice. The hallway assignments are directly outside the rooms. If youth are outside, the caregivers will take the youth inside to the nearest hallway for shelter. Caregivers will have youth sit on the floor with their heads tucked with arms above heads. The caregiver will ensure that all youth on 1930s are accounted for. School Age Coordinator or designee will assure accountability for all youth in their respective room.

e. Lightening/Storms/Hail: If lightening occurs in the distant horizon during outdoor play, children will be immediately escorted indoors. No outdoor play will be conducted if the imminent threat of storms is present. Children will be kept away from windows during a severe storm with high winds or hail.

f. Snow/Ice Emergencies: If a major snow or ice storm occurs during hours of operation, the base may choose to send personnel home early. The Child Development and Youth Centers must remain open until all children are picked up. Center directors should send staff home as soon as ratios will allow and attempt to send those who live the furthest distances home first. If snow or ice cause a delay in opening the base, the weekly care and Before-and-After-School programs will open on time if mission essential patrons are called into work at their normal times. The center directors should choose

Apr 24 08:09:28a

p.5

SVY 0134-4, 2 Jan 2001

employees who live closest to the centers to open the facility on time. The Child Development Program is considered mission essential (with the exception of the part-day preschool classes and the hourly care center).

g. Flooding: - In the event of a flood warning, the center director will initiate the chain of command reporting procedure immediately. The center director will contact the Security Police if evacuation of the children is needed. Military vehicles and personnel will be organized to assist in the evacuation. The evacuation destination will be determined and a sign posted on the facility notifying the public where the children will be housed until parents can pick them up. Contact will also be made to the base Command Center with all necessary information.

h. Bomb Threats: In the event a bomb threat is made to the center or surrounding area, the center director will initiate the chain of command reporting procedure immediately and contact Security Police as appropriate. Military vehicles and personnel will be utilized to evacuate the children and staff to a safe area. Contact will be made to the base Command Center as to the temporary location of the children.

i. Childnapping: It is the responsibility of the Directors to ensure all appropriate staff are well informed of custodial problems between parents. The AF Form 1181 will be used to determine persons allowed to pick up children. Persons other than the custodial parent and emergency contact must be authorized daily in writing on the AF Form 1181. Center staff should immediately notify Security Police using 911 in the event person not authorized attempts to sign out a child from the center. The clerk or designee will attempt to gather information on the perpetrator including personal description and description of any automobile. After contacting Security Police, the supervisor will contact the custodial parent and initiate the chain of command reporting procedure. Witnesses will not be allowed to leave the scene until Security Police gathers all statements.

j. Parents Under the Influence of Alcohol or Other Drugs: Children will not be released to parents who are obviously under the influence of alcohol or other drugs unless a designated driver is present. If the impaired parent forces the issue and removes the child without center permission, the Security Police will be contacted with the parent's name, organization, home address, and car description. The supervisor on duty will initiate the chain of command reporting procedure as appropriate.

k. Minor Injuries: All room staff are certified in Pediatric First Aid with Rescue Breathing. Emergency first aid will be applied by staff as needed. No medications will be administered without written consent from a medical authority and parents. First aid supplies will be kept on hand in each facility to include antibacterial soap, Band-Aids, bandages, ice packs, tweezers, gauze, thermometers, disposable gloves, bleach water, and a biohazards materials kit. All blood exposures will be treated using universal precautions against the threat of HIV, HBV, or other communicable diseases. An AF Form 1187 will be completed to record the specifics of the minor injury.

l. Major Injuries: In the event an injury to child or staff requires more than simple first aid, an ambulance will be called. Parents or other appropriate person will also be contacted. An employee of the center will accompany the child on the ambulance and wait in the emergency room until a parent arrives. The AF Form 1181 will be taken with the employee to authorize the emergency medical treatment. The center director or supervisor on duty will immediately initiate the chain of command reporting procedure and appropriate reports (AF Form 1187) will be made to HQ AFMC/SVP for all instances when an ambulance is needed for a child. The same contacts (with the exception of AFMC) will be made in the event of any major injury to staff. The center director will complete appropriate Workmen's Compensation forms as soon as possible for staff injuries.

m. **Military Mobilizations Recall:** The Child Development Centers and Annexes play an important role in most military exercises. If a military recall is conducted outside normal hours of operation, the Command Center will contact the Services Commander who in turn will contact the Family Programs Flight Chief or Child Development Director as appropriate. The Director will initiate the SVYC Recall Roster to ensure centers open within 30 minutes of notification. Each center will open with one desk clerk and 2 room employees. The Youth Center children will report to the West, CDC and upon opening the staff will transport back to the Youth Center. As the recall progresses, the supervisor on duty will contact other employees to come to work as needed to maintain child/staff ratios. The centers will remain open for 13 hours from the onset of the recall or until all children are picked up.

- (1) If the recall commences during normal hours of operation, parents should contact the center to notify staff if extended hours are needed. A pre-rated hourly rate will be charged for any time past the normal 10 hours of care during mobility/base exercises only. The additional charge may be deferred until the next fee payment.

*Vickie L. Trahan*  
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Chief, Family Programs Flight